

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
December 15, 2014

The Lyndon City Council met in regular session on Monday, December 15, 2014, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.
2. ROLL CALL: City Clerk called roll of the City Council. Mayor Brandon Smith and members Doug Watson, Darby Kneisler, Chris Cole, and Bill Patterson present.

City Staff present: Betty Thompson, City Administrator; Julie Stutzman, City Clerk; David Wilson, Public Works Supervisor; and Darrel Manning, Chief of Police.

Others present: Brian Spencer, USD 421 Superintendent; Seth King, Osage Herald Chronicle.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Kneisler made the motion to approve the regular meeting minutes of November 17, 2014 as presented. Watson seconded, motion carried.

4. CORRESPONDENCE TO COUNCIL:

- Public Wholesale Water District #12 meeting minutes of November 19, 2014.
- Kansas Government Journal for November 2014.
- Copies of the letters sent to the current Joint Recreation Commission City appointees.

5. CITIZEN'S STATEMENTS AND PETITIONS: None.

6. UNFINISHED BUSINESS:

- a) LYNDON RECREATION COMMISSION LETTER OF INTEREST: The Council received copies of the letter of interest from Jacque Miller and Matt Bones who would like to serve in the City-appointed positions. The City Administrator stated one of the positions are up in 2015 and the other in 2016. After further discussion, Cole made the motion to notify the two current City appointed positions of their removal from the Recreation Commission effective December 15, 2014. Kneisler seconded, motion carried. It was consensus of the Council to advertise the open board seats and ask for letters of interest by the January 20th meeting before appointing new members.
- b) BAILEY HOUSE TAX CREDITS: The City Administrator stated there is someone interested in purchasing the tax credits and is in the process of working with an accountant. She stated they would like to be able to purchase the tax credits this year so that they can apply them to next year's taxes. The City Administrator stated the tax credits are worth \$6,659 and if sold at 80 percent of the value the amount would be approximately \$5,327.20. The sale of the tax credits would cover the City's share of \$4,288 for the Bailey House project, which is the City's 20 percent funding of the grant if awarded. After further discussion, Watson made the motion to authorize

the Mayor or City Administrator to sign the letter for the tax credits in the best interest of the City. Patterson seconded, motion carried.

- c) BUDGET AND FINANCIAL UPDATES: The City Administrator provided the Council with a financial update spreadsheet and stated there are no amendments to the 2014 budget. After further discussion about transfers and fund balance carry over, Kneisler made the motion to transfer the needed funds from the Water fund to Employee Benefits fund for the 2014 budget year. Patterson seconded, motion carried.
- d) INSPECTION SERVICES PROPOSAL FOR JONES PARK LIGHT POLES: The City Administrator presented a proposal given to her by USD 421 Superintendent Brian Spencer. The City's share of the inspection would be approximately \$4,304. After further discussion about the condition of the light poles at Jones Park and other possible options for inspections, no action taken. It was consensus of the Council to check with surrounding cities on how they handle maintenance and inspections of light poles.
- e) SAFE ROUTES TO SCHOOL: The City Administrator stated there are still funds available for reimbursement from Safe Routes to School Phase I. She stated she would submit employee time for reimbursement for approximately \$1,000.

The City Administrator stated the City received design plans from BG Consultants for Phase II of Safe Routes and provided Council with a summary of the plans. She stated KDOT responded by requesting a field check which will be on Tuesday, December 30th from 1:30 to 3:00 p.m. The City Administrator stated a meeting is scheduled before KDOT arrives with Bruce Boettcher from BG, Chief of Police, Maintenance Supervisor, USD 421 Superintendent, and herself to discuss the project. After much discussion about design changes, Patterson made the motion to proceed with Phase II of Safe Routes to School. Kneisler seconded, motion carried.

Watson requested a copy of the design plans in PDF format along with Mr. Boettcher's answers to the summary. The City Administrator will request these from Mr. Boettcher and forward to them Council via email.

## 7. NEW BUSINESS:

- a) CEREAL MALT BEVERAGES: The City Clerk received Applications for License to sell Retail Cereal Malt Beverages from Linda Thompson, Buzzard's Pizza, for consumption on the premises; from Casey's Retail Company, for sale in original and unopened containers; from Lyndon 66, for sale in original and unopened containers; and from William Ragan for EZ Rock Café for consumption on premises. Each establishment paid the proper fee. Kneisler made the motion to authorize Mayor Smith to sign the licenses on behalf of the City. Watson seconded the motion, which carried.

## 8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report for November 19 to December 12, 2014.
- b) PLANNING AND ZONING: Council received a copy of the Planning and Zoning meeting minutes from December 3, 2014.
- c) MAINTENANCE: The Council received a copy of the Maintenance Activity Report.

The Mayor asked if the wind wall at the sewer plant was completed and the Maintenance Supervisor stated it was on the north side and they are waiting on some metal banding to complete it.

- d) CITY CLERK: Council received a copy of the Clerk's report and discussed Winter Festival results.

The City Clerk reminded Council of the holiday party on Friday, December 19th and asked for volunteers to judge the holiday lighting contest after the dinner which Chris Cole will be facilitating.

- e) CITY ADMINISTRATOR: The City Administrator discussed her written report with Council.

Due to the lack of quorum for the January 5th meeting, it was consensus of the Council to have a special meeting on January 12th at 7 p.m. to discuss putting the 1/2 cent sales on the April ballot, what the tax will be used for and have a resolution prepared for approval at the January 20th meeting. They will also discuss when to hold a town hall meeting for the Council and community. If the City wants to pursue the 1/2 cent sales tax, the resolution must be to the County Clerk by February 1st.

#### 9. COUNCIL COMMENTS:

Patterson asked about streetlight outages and the Chief of Police said the ones that go out are added to the list.

Patterson commented the trail sign structure looks good. He discussed work at the trail and trees that need cut. He asked whether the City would allow volunteers to cut trees. The Council discussed the liability to the City for volunteers cutting trees and for students participating in the spring burn. The Maintenance Supervisor stated that he would volunteer his time and City equipment to help clear the trees. Patterson stated that he would talk with Mr. Loveless and identify trees to cut and bring a plan back to Council.

Patterson asked to be provided cell numbers for City staff.

Kneisler discussed with the Council the options of the City providing its own trash service. He stated that at the current rate of \$14 and approximately 500 customers, the gross revenue is about \$7,000 per month and \$84,000 per year if the City provided this service. Kneisler stated it would be approximately \$40,000 a year profit after salaries, benefits, fees and other expenses are paid and it keeps our money here. He stated he

would like to see the possibility of the City provided trash serviced added to the Master List and try to plan for it before the current trash contract expires.

10. EXECUTIVE SESSION: Patterson made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Administrator attending. Kneisler seconded, motion carried. Council reconvened with no binding action taken.

Patterson made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Administrator attending. Watson seconded, motion carried. Council reconvened with no action taken.

Patterson made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Administrator attending. Cole seconded, motion carried. Watson made the motion to give a \$700 end of year of bonus to full-time employees of the City of Lyndon and paid at the final payroll of this year. Patterson seconded, motion carried.

Patterson made the motion to recess to executive session for 20 minutes for non-elected personnel without the City Administrator attending. Kneisler seconded, motion carried. Council reconvened with no binding action taken.

11. ADJOURNMENT: Patterson made the motion to adjourn to January 12, 2015 at 7:00 p.m. for special meeting. Kreisler seconded, motion carried.

*Julie Stutzman*

City Clerk